



## Independent Living Service Timeline for Juvenile Judges for:

### Chafee Independent Living Services

### Chafee Education and Training Voucher Program

#### **AVAILABLE SERVICES AND ELIGIBILITY**

**CHINS youth who turn 18 in foster care or are adopted or placed in a guardianship from foster care at age 16 or older will be eligible for:**

- Room and Board funding up to \$3000 until age 21
- Education and Training Voucher Program up to \$5000 per year until age 21 and if enrolled in school at age 21, funding is available through age 23
- **IV-E eligible probation youth and JD/JS Place and Pay** probation youth are eligible for the above services if they have an open case and a case plan indicating the need for independent living services in ICWIS (DCS Indiana Child Welfare Information System).

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#### **At age 16 (Child Welfare Policy Manual Chapter 11 Section 1):**

Youth must be referred for Chafee IL services if placed in the following:

- County foster home
- Relative foster home
- Non-licensed court approved placement
- All youth placed in residential facilities, group homes, and private therapeutic or special needs foster home must receive IL services through their placement with progress reports provided monthly.

Youth must complete the **Ansell-Casey Life Skills Assessment (ACLSA)** at [www.caseylifeskills.com](http://www.caseylifeskills.com) within 30 days of placement and every 6 months thereafter with the results provided to the DCS or Probation Officer immediately. An **Independent Living Plan** for services must be developed with input from the youth based on the results of the ACLSA.

#### **At age 17 (Child Welfare Policy Manual Chapter 11 Section 6):**

All youth regardless of placement type must have a **Transition Planning Conference** using the **Transition Planning Toolkit**. The youth inventory and transition plan must be completed. The Transition Planning Conference is to be held every 6 months with the plan updated until the youth's case is dismissed.

#### **At age 17½ (Child Welfare Policy Manual Chapter 11 Section 6):**

All youth regardless of placement type must be referred for **Transition Services** to a **Chafee IL Service Provider**. Services include assistance with housing and employment upon case dismissal.

#### **Before March 10<sup>th</sup> of the youth's senior year or successful completion of the GED test (Child Welfare Manual Chapter 11 Section 10):**

The Free Application for Student Aid (FAFSA) must be completed by all youth planning to attend college or vocational programs to ensure eligibility for state financial aid also. Following completion of the FAFSA, youth may apply for the **Education and Training Voucher Program** at [www.statevoucher.org](http://www.statevoucher.org).

#### **One month prior to the youth's 18 birthday (Child Welfare Manual Chapter 11 Section 16):**

A paper application for **Medicaid** must be completed for all youth turning 18 in foster care and submitted to the public assistance case manager.

#### **At Case Dismissal (Child Welfare Manual Chapter 11 Section 7):**

All youth choosing to continue with voluntary services (room and board and case management assistance) must complete a **Voluntary Services Application and Services Agreement** and have the form signed by the DCS case manager.



Protecting our children,  
families and future

## Independent Living Service Timeline for:

- Chafee Independent Living Services
- Chafee Education and Training Voucher Program
- Medicaid for youth aging out of foster care<sup>1</sup>

DCS Website for IL Policy

<http://www.in.gov/dcs/policies/independentliving070106.html>

effective 7/1/06

AVAILABLE SERVICES for youth aging out of foster care	ELIGIBILITY
<b>Room and Board funding</b> with case management up to \$3000 until age 21	CHINS youth who turn 18 in foster care or on a trial home visit at age 18
<b>Education and Training Voucher</b> up to \$5000 per year until age 21 and if enrolled in school at age 21, funding is available through age 23	CHINS youth who turn 18 in foster care & CHINS youth who are adopted or placed in a guardianship from foster care at age 16 or older
<b>Medicaid – New Category MA14</b> age 18 up to age 21	CHINS youth who turn 18 in foster care
<b>IV-E eligible probation youth and JD/JS Place and Pay probation youth</b> are eligible for the above services <b>if they have an open case and a case plan indicating the need for independent living services in ICWIS</b> (DCS Indiana Child Welfare Information System). <i>The paper probation case plan is available at the website above for probation officers to download, complete and provide to the DCS case manager who is assigned the case for input into ICWIS.</i>	

At age 16	Youth placed in	Youth placed in
Child Welfare Policy Manual Chapter 11 Section 1	<ul style="list-style-type: none"> <li>• County foster home</li> <li>• Relative foster home</li> <li>• Non-licensed court approved placement</li> </ul> <p><b>Must be referred for Chafee services to a contracted Chafee service provider</b></p>	<ul style="list-style-type: none"> <li>• Residential facilities</li> <li>• Group homes</li> <li>• Therapeutic or special needs foster homes</li> </ul> <p><b>Must be provided IL services even though Chafee funds are not used</b></p>
	The <b>Chafee provider</b> will ensure that the youth completes the <b>Ansell-Casey Life Skills Assessment (ACLSA)</b> at <a href="http://www.caseylifeskills.com">www.caseylifeskills.com</a> within 30 days of placement and every 6 months thereafter with the results provided to the DCS or Probation Officer immediately by email or by written document. An <b>Independent Living Plan</b> for services will be developed with input from the youth based on the results of the ACLSA.	The <b>facility where the youth is placed</b> will ensure that the youth completes the <b>Ansell-Casey Life Skills Assessment (ACLSA)</b> at <a href="http://www.caseylifeskills.com">www.caseylifeskills.com</a> within 30 days of placement and every 6 months thereafter with the results provided to the DCS or Probation Officer immediately by email or by written document. An <b>Independent Living Plan</b> for services will be developed with input from the youth based on the results of the ACLSA.
At age 17	All youth, regardless of placement type must have a <b>Transition Planning</b>	

<sup>1</sup> Foster care is defined as 24-hour substitute care for children placed away from their parents/guardians /custodians and for whom the State agency has placement and care responsibility. Facilities that are outside the scope of foster care include, but are not limited to: detention facilities; psychiatric hospital acute care; forestry camps; or facilities that are primarily for the detention for children who are adjudicated delinquents.

Child Welfare Policy Manual Chapter 11 Section 6	<b>Conference</b> held to help the youth in developing their future plans using the <b>Transition Planning Toolkit</b> . The youth inventory and transition plan must be completed. The Transition Planning Conference is to be held every 6 months with the plan updated until the youth's case is dismissed.
<b>At age 17 ½</b>	The second <b>Transition Planning Conference</b> is to be held to update the youth's inventory and transition plan using the <b>Transition Planning Toolkit</b> .
Child Welfare Policy Manual Chapter 11 Section 6	<u>All youth regardless of placement type must be referred for <b>Transition Services</b> to a <b>Chafee IL Service Provider</b> following this conference once it is determined where the youth intends to reside when their case is dismissed. The Chafee IL Provider will meet with the youth and begin to work with the youth to locate housing and employment following case dismissal.</u>
<b>Before March 10<sup>th</sup></b>	<b>Of the youth's senior year in high school or successful completion of the GED test</b>
Child Welfare Manual Chapter 11 Section 10	The Chafee IL Service Provider, DCS Family Case Manager, or Probation Officer must assist in completing the <b>Free Application for Student Aid (FAFSA)</b> with all youth planning to attend college or vocational programs to ensure eligibility for state financial aid and to receive a determination as to federal Pell Grant funding. The youth must indicate on the FAFSA that they are turning 18 in foster care to be determined an independent student.
<b>Following completion of the FAFSA application</b>	The Chafee IL Service Provider, DCS Family Case Manager, or Probation Officer must assist youth enrolling in college or vocational training programs in applying for the <b>Education and Training Voucher Program</b> at <a href="https://www.statevoucher.org/">https://www.statevoucher.org/</a> .
Child Welfare Manual Chapter 11 Section 10	The youth must complete the essay portion of the application process and download all required documents that must be completed and returned to the contracted service provider (Orphan Foundation of America).
<b>One month prior to the youth's 18 birthday</b>	The Family Case Manager or Probation Officer must complete the <u>Foster Care Independence referral form and Hoosier Healthwise application</u> for all youth turning 18 in foster care and submitted to the public assistance case manager to maintain <b>Medicaid coverage</b> after age 18.
Child Welfare Manual Chapter 11 Section 16	
<b>At Case Dismissal</b>	The Chafee IL Service Provider will assist youth in completing the <b>Voluntary Services Application and Services Agreement</b> and submit to the DCS case manager for signature for youth choosing to continue with voluntary services (room and board and case management assistance) following case dismissal at age 18 or older.
Child Welfare Manual Chapter 11 Section 7	<b>Youth aging out of foster care are to be provided with the following documents from the youth's case file:</b> <b>Education Records - Medical Records - Original Birth Certificate</b>



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## Independent Living Service Timeline for:

- Chafee Independent Living Services
- Chafee Education and Training Voucher Program
- Medicaid for youth aging out of foster care<sup>2</sup>

DCS Website for IL Policy

<http://www.in.gov/dcs/policies/independentliving070106.html>

effective 7/1/06

AVAILABLE SERVICES for youth aging out of foster care	ELIGIBILITY
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<b>Before March 10<sup>th</sup></b>	<b>Of the youth's senior year in high school or successful completion of the GED test</b>
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Child Welfare Manual Chapter 11 Section 7	<b>Youth aging out of foster care are to be provided with the following documents from the youth's case file:</b> <b>Education Records - Medical Records - Original Birth Certificate</b>

# CHAFEE FOSTER CARE INDEPENDENCE PROGRAM

## CASA

October 2006

### Foster Care Federal Definition

*24 hour substitute care for children placed from their parents or guardians and for whom the State agency has placement and care responsibility.*

*Facilities outside the scope of foster care include detention facilities, psychiatric hospital acute care, or facilities that are primarily for the detention of children who are adjudicated delinquents.*

### Eligibility for Chafee Services

#### ○ CHINS and Probation youth

- IL Services start at age 16
  - CHINS youth in foster care
  - Probation youth in foster care
    - Must have an interagency agreement
    - Must have a JD/JS or IV-E case entered in ICWIS with a case plan identifying IL as a needed service
    - Financial information must be provided to determine IV-E eligibility
      - IV-E eligible probation youth– Case Plan same as CHINS
      - JD/JS Place and Pay – Modified Probation Case Plan

### Youth Age 16 Placed In:

- ✓ **County foster home**
- ✓ **Relative foster home**
- ✓ **Non-licensed court approved placement**
  - **Must be referred for Chafee services**
    - contracted Chafee service provider
    - Ansell-Casey Life Skills Assessment (ACLSA) at [www.caseylifeskills.com](http://www.caseylifeskills.com) within 30 days of placement & every 6 months thereafter
    - Independent Living Plan

### Youth Age 16 Placed In:

- ✓ **Residential facilities**
- ✓ **Group homes**



## ✓ **Therapeutic and special needs foster homes**

- **Must be provided IL services**
  - through their placement even though Chafee funds are not used
  - Ansell-Casey Life Skills Assessment (ACLSA) at [www.caseylifeskills.com](http://www.caseylifeskills.com) within 30 days of placement & every 6 months thereafter
  - Independent Living Plan

## **Independent Living Services**

- **Residential facilities, group homes & therapeutic and special needs foster care**
  - Services based on youth's identified needs from the ACLSA in the following areas:
    - Career planning
    - Communication
    - Daily living, home life, work life
    - Money management
    - Self care
    - Social relationships
    - Work and study skills
  - Many services provided through milieu and in groups or classes
  - Progress report must address youth's progress in identified areas of need

## **Independent Living Services** cont

- **Chafee Independent Living Services**
  - Services as indicated on the ACLSA
  - Experiential opportunities as indicated in the Chafee IL Service Standards
  - Housing and employment
  - Mentoring....Committed Caring Adult
  - State ID Card (<http://www.in.gov/bmv/driverlicense/idreq.html>)
  - Credit Checks annually
- **Life Book**
  - Available for all youth in care
  - Assist youth in gathering information for future needs

## **At Age 17 for youth in foster care**

- All youth, regardless of placement type
  - Transition Planning Conference
    - Transition Planning Toolkit
    - Youth Inventory
    - Updated every 6 months until case dismissal

## **At age 17½ for youth in foster care**

- ⌚ **2<sup>nd</sup> Transition Planning Conference**
  - ⌚ Update the youth's inventory and transition plan using the **Transition Planning Toolkit**.
- ⌚ **All youth regardless of placement type**

- ⌘ must be referred for **Transition Services** to a **Chafee IL Service Provider** following this conference once it is determined where the youth intends to reside when their case is dismissed.

## Transition Services Referral

- **The Chafee IL Provider will meet with the youth in their placement**
- **Purpose of referral**
  - Relationship building with new worker
  - Begin preparing youth for life independent of the system
  - Determining employment interest if not employed
  - Assist in locating employment
  - Determine housing options based on possible earnings

## Emancipation Goods & Services

- Funding source for goods and services needed by youth
- Youth must be receiving Chafee services to be eligible
- Must be approved by county director or designee
- \$1,000 lifetime limit
- To assist youth with one-time costs

## Available Services for youth aging out of foster care

- **Room and Board funding** with case management
  - up to \$3000 until age 21
    - **CHINS youth who turn 18 in foster care or on a trial home visit**
- **Education and Training Voucher**
  - up to \$5000 per year until age 21 and if enrolled in school at age 21, funding is available through age 23
    - **CHINS youth who turn 18 in foster care & CHINS youth who are adopted or placed in a guardianship from foster care at age 16 or older**
- **Medicaid –**
  - age 18 up to age 21
    - **CHINS youth who turn 18 in foster care**

## Room and Board

- Youth may be eligible for up to \$3000 room and board assistance up to age 21
- Room and board includes rent deposit, rent payments
- Utility deposits and utility payments
- Incremental assistance with rent
  - Youth will be fully responsible by 6 months



- Youth may need room and board assistance at a later date in the event they are evicted or lose their housing for another reason
- Room and board and ETV assistance may not be accessed at same time

## Education and Training Voucher

### ○ Eligibility

- Must turn 18 in foster care or
- Adopted or placed in a guardianship from foster care after the age of 16
- May be 17½ with GED and remain in care until age 18

### ○ By March 10<sup>th</sup> of the youth's senior year in high school or successful completion of the GED test

- Complete the **Free Application for Student Aid (FAFSA)**
  - ensure eligibility for state financial aid and to receive a determination as to federal Pell Grant funding
  - The youth must indicate on the FAFSA that they are turning 18 in foster care to be determined an independent student
    - Question #53

## Education and Training Voucher cont.

### ○ Apply for ETV (if attending a school that does not accept federal funds, the FAFSA is not required)

- Apply at [www.statevoucher.org](http://www.statevoucher.org)
  - Must complete essay portion
  - Must download required documents & fax back to the Orphan Foundation (OFA)
  - Must have an email address and maintain contact with OFA

## Education and Training Voucher cont.

- Up to \$5000 annually for college or vocational school not to exceed the cost of attendance
- ETV can be used for the following:
  - Tuition
  - Repay student loans
  - Books
  - Transportation Assistance
  - Housing
  - Living expenses
  - Child care
  - Computer

## Medicaid – New Category

- Youth who turn 18 in foster care are eligible to apply
  - Family Case Managers must apply for Medicaid for youth in care one month prior to their 18<sup>th</sup> birthday
- Youth already 18 who turned 18 in foster care
  - Must apply at the county Department of Family Resources office
- Probation youth must have a case in ICWIS and a case plan to be eligible

## At case dismissal

- **Voluntary Services Application and Services Agreement**
  - Must be completed by youth and signed by DCS case manager for youth choosing to continue with voluntary services (room and board and case management assistance) following case dismissal at age 18 or older
- **Youth are to be provided with the following documents from the youth's case file:**
  - Education Records
  - Medical Records
  - Original Birth Certificate

## Websites of Interest

Orphan Foundation for scholarships

<http://www.orphan.org/>

Educational, Life and Career Planning

<http://www.educationalsuccesses.org/>

Casey Family Programs-Resources

<http://www.casey.org/Home>

College Board- Practice SAT test

<http://www.collegeboard.com/splash>

Free Application for Financial  
Student Aid

<http://www.fafsa.ed.gov/>

## Websites of Interest

Indiana Colleges and Vocational Schools

<http://www.statevoucher.org/>

State Student Assistance Commission of Indiana

<http://www.in.gov/ssaci/>

Scholarships

<http://www.scholarships.com/>

Workforce Development-Job searches

<http://www.in.gov/dwd/>

Indiana Coalition on Housing and Homelessness Issues

*2005 Self-Sufficiency Standard Calculator for Indiana*

[www.ichhi.org](http://www.ichhi.org)

**Permanency**

- [Adoption](#)
- **Independent Living**
  - CHAFEE Foster Care Independence Program
    - [CHAFEE Independent Living Service Standards](#)
    - [CHAFEE Youth Advisory Board Service Standards](#)
    - [Related Links to Assist Youth Who Are Transitioning to Adulthood](#)
  - [CHAFEE Education and Training Voucher Program \(ETV\)](#)
  - **Transitional Living Services**
    - [Housing Programs Available in Indiana for Youth Aging out of Foster Care](#)

**Contact Information**

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DCS IL Coordinator  
[Mary.easter@dcs.in.gov](mailto:Mary.easter@dcs.in.gov)

765-762-6125 Warren Co. DCS office  
Fax 765-762-8017

317-232-7116 Central Office  
Fax 317-232-4436

## Atterbury Job Corps Center

Edinburgh, Indiana

## IndyPence Career Development Center

Indianapolis, Indiana

### What is Job Corps?

- The nation's largest residential career training, educational and employment program for youths between ages 16 and 24 with 124 centers nationwide.

### Atterbury Job Corps Center

- Contract was awarded in January 1965
- First students arrived April 28, 1965
- In the late 60's Atterbury had as many as 2400 male students
- Today
  - 650 coed students at the main campus
  - 100 female students at the IndyPence campus in Indianapolis

### Who is eligible?

- Young people aged 16-24

- U. S. Citizens or legal residents
- Economically disadvantaged
- May not be on probation or parole
- People willing to work to succeed!

## What do the students receive?

- Technical Career Training
- Academic Training
- Career Counseling
- Driver's Education
- Health/Dental care
- Cash allowance
- Campus housing @ Atterbury
- Child care allotment
- Placement Services

## To graduate

- Good employability and social skills
- Minimum of High School Diploma or GED
- Driver's License
- Advanced completion of one of the 17 trades we teach
- A job in the career field in which they were trained
  - Or enlistment in military
  - Or enrollment in advanced training

## Atterbury Trades

- Brick Mason
- Cement Mason
- Heavy Equipment Operator
- Heavy Equipment Repair
- Sign and Display
- Painting
- Glazing
- Carpentry
- Facility Maintenance
- Electrical
- Welding

- Culinary Arts
- Security/MILCAP
  - Military Career Preparation
  - Pre-police
  - Pre-security
- Computer Operator
- Business Technology
  - Office Assistant
  - Word Processing/MOUS
  - Accounting
- Health Occupations
  - Certified Nursing Assistant
- Retail Sales
  - Logistics

## Atterbury Job Corps Center clients

- At risk students
- Department of Labor
- Adams & Associates
- Indiana businesses
- Taxpayers
- School Corporations
  - Education Innovations Public Charter School

## The Basic Mission

- To train entry level workers for Indiana businesses

You tax dollar at work

Numerous longitudinal studies continue to demonstrate that Job Corps is one of the most cost - effective training investments our nation can make, offering a hand up, not a hand - out.

## Admissions

- Children who are wards of the state or in foster care are specifically identified as being eligible
- Things that could interfere:
  - Court issues
    - Pending charges
    - Active reporting probation or parole
  - Behavior issues
  - Educational ability

